

Employee Post-Travel Disclosure of Travel Expenses

Post-Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building**.

Date/Time Stamp:
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PUBLIC RECORDS
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In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): KIPP Foundation

Travel date(s): January 9, 2011 to January 11, 2019

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	\$515/participant, roundtrip flights, bus transportation	\$400/participant 2 nights hotel + tax	\$49.50 for first and last day of travel \$65/participant for day of school visits	\$100/participant for transportation to and from the airport

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Visited KIPP LA Prep School and Animo Brown Charter School. Toured each school, met with students, staff,

and parents to discuss education policy issues and recommendations.

04/10/19 Olga Jordan Hynes
(Date) (Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

6.18.19
(Date)

Lamar Alexander
(Signature of Supervising Senator/Officer)

Update: 8 Jan 2019

What follows are prep materials to help ensure we're all on the same page about this visit and armed with background information to set us up for success.

Here's what's enclosed in the attached prep materials:

- *Background Information*
- *Agenda & Logistics*
- *Full Guest List & Fast Facts*

Should you have any last-minute questions please don't hesitate to reach out to Scott Quinn (Email: cquinn@KIPP.org Mobile: (202) 441-0032).

With Gratitude,
KIPP's Government Affairs Team

**Prep Materials – KIPP & Green Dot School Visit
Los Angeles, CA
January 10, 2019**

Background Information

The visit will include a tour of KIPP Los Angeles Prep and Green Dot's Ánimo Pat Brown Charter high school. Attendees include Congressional Staff, key partner and advocacy organizations, as well as several older alumni of KIPP schools. (For a full overview of our guests please see the appendix.)

The purpose of the event is to connect the policy and advocacy work Congressional staffers and advocates do to our work on the ground.

We hope attendees will be excited to learn what KIPP and Green Dot are doing on behalf of students, teachers and families. This is an opportunity to showcase best practices, elevate the voices of alumni and parents, and address any questions that staff and partners may have about us or the broader charter landscape. This is also an opportunity to draw a connection between the work that partner organizations and Congressional staff are considering in 2019 in relation to school safety and school discipline, infrastructure (including school construction), voting rights and immigration.

Agenda & Logistics

<i>Time</i>	<i>Action Item</i>	<i>Address</i>
8:00 am	Guests will meet in Hotel Indigo lobby <i>Scott Quinn will welcome attendees, share packets with them for the visit, and guide them to the bus.</i>	Hotel Indigo 899 Francisco St, Los Angeles, CA 90017
8:15 - 9:00 am	Travel from Hotel Indigo to KIPP LA Prep <i>While traveling Amara Warren and George Ramirez will provide a welcome to the guests; introduce themselves and the other accelerators joining us.</i>	KIPP LA Prep 2810 Whittier Blvd, Los Angeles, CA 90023
9:00 - 9:30 am	Breakfast at KIPP LA Prep; Corner Bakery	

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9:30 - 11:30 am	KIPP LA Prep School Tour	
11:30 am - 12:15 pm	Travel from KIPP LA to Ánimo Pat Brown Charter High School <i>While traveling Melissa Diaz shares about her KIPP experience/experience as an alum.</i>	Ánimo Pat Brown Charter High School 8255 Beach St, Los Angeles, CA 90001
12:20 - 1:00 pm	Lunch at Ánimo Pat Brown Charter High School; Panera Bread	
1:00 - 3:00 pm	Ánimo Pat Brown Charter High School Tour Chad Soleo, Interim CEO of Green Dot Public Schools National, will greet the group and give an overview of Green Dot. Brian Thomas-Reed, Principal of Ánimo Pat Brown Charter High School, will give a short introduction to Green Dot and Ánimo Pat Brown to end Lunch and kick off classroom discussions.	
3:00 - 3:30 pm	Bus Departs Ánimo Pat Brown Charter High School for Hotel Indigo <i>While traveling Octavio Sandoval shares his experience with KIPP / as an alum. Octavio will also give a preview of what's to come at dinner.</i>	Hotel Indigo 899 Francisco St, Los Angeles, CA 90017
3:30 - 5:45 pm	Break/Refresh	
5:45 – 6:00 pm	Meet in lobby of Hotel Indigo to go to dinner	El Cholo - 1037 S Flower St, Los Angeles, CA 90015
6:00 - 8:00 pm	Dinner at El Cholo <i>This is a chance to highlight parent voices and to have the Marcia Aaron, Christina de Jesus, and Amy answer questions that may be on the minds of attendees.</i>	
8:00 – 8:15 pm	Travel on bus back to Hotel <i>Closing remarks will be given by Scott Quinn and Amara Warren</i>	Hotel Indigo - 899 Francisco St, Los Angeles, CA 90017

Run of Show for Dinner & Discussion Themes

As an extension of the school visit, the dinner will include two discussions. One centered around parent/guardian experiences and their involvement in local advocacy, and second diving deeper into some

Melissa	Diaz	American Museum of Natural History	KIPP Alumni Accelerator Director of Government Affairs KIPP Houston Alumnus
Seth	Gerson	National Governor's Association	Leading an effort to inform new Governors about charter schools
Esther	Gonzalez	UnidosUS	Largest Latino civil rights organization in the country; partner on immigration advocacy; has charter schools in their affiliate network
Annette	Gonzalez	Green Dot California	Chief Academic Officer School Visit Only
Lily	Hitchens	KIPP LA Parent Ambassador	Dinner only
Jordan	Hynes	HELP Committee for Chairman Alexander (R-TN)	Leads the education portfolio for the Republicans in the Senate; led the negotiations around the Charter Schools Program in the current version of ESEA; our staunchest Republican ally on Capitol Hill
Ashley	Jeffries	Center for American Progress	Most powerful progressive think tank in DC; currently working on a number of papers highlighting high-quality charters.
Dana	Laurens	Democrats for Education Reform	DFER has been a close partner and fierce advocate for charters with democratic members of Congress and at the state and local level in several places across the country.
Angel	Maldonado	Green Dot Teacher Union President	School Visit Only
Jessica	Morffi	National Alliance for Public Charter Schools	Supports the policy and political work at the National Alliance for Charter Schools
Scott	Quinn	KIPP Foundation	Special Coordinator, Government Affairs
George	Ramirez	George Washington University	KIPP Alumni Accelerator PhD Candidate, American Studies KIPP NYC Alumnus
Octavio	Sandoval	MassMutual	KIPP Alumni Accelerator Director KIPP NYC Alumnus
Per'Re	Smalls	Congressman Lacy-Clay (D-MO)	Key member of the Congressional Black Caucus
Chad	Soleo	Green Dot Public Schools	Interim CEO
Keisha	Stovall	Green Dot Parent	Dinner Only Son attended a Green Dot turnaround school for middle school (Clay) and currently attends a Green Dot

Update: 8 Jan 2019

			independent high school (Ánimo Inglewood)
Sean	Thibault	Green Dot Public Schools	Director of Communications School Visit Only
Amara	Warren	KIPP Foundation	KIPP Alumni Accelerator Lead
Amy	Wilkins	National Alliance for Public Charter Schools	Leads the policy and political work at the National Alliance for Charter Schools

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EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Date/Time Stamp:

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Name of Traveler: Olga Jordan Hynes

Employing Office/Committee: Senate Committee on Health, Education, Labor and Pensions

Private Sponsor(s) (list all): KIPP Foundation

Travel date(s): January 9, 2019 to January 11, 2019

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Los Angeles, CA

Explain how this trip is specifically connected to the traveler's official or representational duties:

As an education policy professional staff member, I oversee charter school and school choice legislation, and these school visits will help better inform oversight of implementation of the Every Student Succeeds Act--a law that made significant improvements to the federal charter school program.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

12/10/2018
(Date)

[Signature]
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Lamar Alexander hereby authorize Olga Jordan Hynes
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

12/10/18
(Date)

Lamar Alexander
(Signature of Supervising Senator/Officer)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): KIPP Foundation
2. Description of the trip: Staff will travel to Los Angeles, California from January 9-January 11, 2019 to visit a KIPP: LA school and a Green Dot public school.
3. Dates of travel: January 9, 2019 to January 11, 2019
4. Place of travel: Los Angeles, CA
5. Name and title of Senate invitees: See Attached
6. I *certify* that the trip fits one of the following categories:
☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
~~OR~~
☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
~~AND~~
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
~~AND~~
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

~~OR~~

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

~~OR~~

☒ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

N/A

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

KIPP Foundation is the primary organizer and conductor of the trip. KIPP sent out invitations, will book travel and will be the point of contact for conducting the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

KIPP Foundation trains and develops leaders and educators to lead KIPP schools, including the KIPP LA school that will be visited during the trip. Additionally, KIPP collaborates and provides tools and resources across KIPP schools and other public schools, including KIPP: LA and Green Dot public schools.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

In 2011, we sponsored travel for Tasha Patusky, Education Advisor to Senator Mary Landrieu, for travel to Nashville, TN for our national summit.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

KIPP does provide information to a variety of stakeholders on KIPP's mission and on the needs of

educationally underserved communities, more broadly.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$515/per participant--this includes round trip flights, the cost of the bus for transportation to school sites, and taxis to/from airports	\$400/per participant--this includes 2 nights plus tax.	\$49.50 for first and last day of travel \$65/per participant for day of school visits	\$100/ per participant for transportation to and from the airport

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged or organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Both schools are recipients of federal funds and high-achieving public charter schools. This trip will provide
staffers an opportunity to see best practices at both locations.

19. Name and location of hotel or other lodging facility:

Hotel Indigo--899 Francisco St, Los Angeles, CA 90017

20. Reason(s) for selecting hotel or other lodging facility:

This hotel is centrally located to both school site visits and the airport that congressional staff will be flying
into.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Meal expenses are within the limits of per diem rates. We will reimburse \$49.50 in meals for the first and

last day of travel and meals total \$65 dollars the day of the visit. The per diem rate is \$66. Hotel rate is

\$173/night without taxes and \$200/night w/ taxes. per diem for Los Angeles in January 2019 is \$180.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Mode of travel: Air to and from Los Angeles; Taxi to and from airport; Bus for travel to/from hotel & school

Class of Travel: Coach

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:

Name and Title: Richard Barth, Chief Executive Officer

Name of Organization: KIPP Foundation

Address: 135 Main St. San Francisco, CA 94105

Telephone Number: 415-399-1556

Fax Number: N/A

E-mail Address: rbarth@kippp.org

(to be completed by each additional sponsor)

E-mail Address: rbarth@kipk.org

Private Sponsor Travel Certification Attachments

Sponsor: KIPP Foundation

Dates of Travel: January 9-11, 2019

Question Number 5: Name and Title of Senate Invitees

Staffer	Title	Office
Jordan Hynes	Education Professional Staff	HELP Committee (Majority)
Adzua Agyapon	Education Advisor	Senator Michael Bennet
Heather Hutt	Regional Deputy Director-Los Angeles	Senator Kamala Harris
Jim Lazarus	State Director	Senator Dianne Feinstein

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8:00am	Meet in Hotel Indigo Lobby	Hotel Indigo-899 Francisco St, Los Angeles, CA 90017
8:15am	Bus Departs Hotel Indigo for KIPP LA Prep	
9:00am	Bus Arrives at KIPP College Prep	KIPP LA Prep- 2810 Whittier Blvd, Los Angeles, CA 90023
9:05am-9:30am	Breakfast at KIPP LA	KIPP LA Prep- 2810 Whittier Blvd, Los Angeles, CA 90023
9:30-11:30am	KIPP LA Prep School Tour	KIPP LA Prep- 2810 Whittier Blvd, Los Angeles, CA 90023
11:30am	Bus Departs KIPP LA for Animo Charter High School	
12:15pm	Bus Arrives at Animo Brown Charter High School	8255 Beach St, Los Angeles, CA 90001
12:15-12:45pm	Lunch at Animo Brown Charter High School	8255 Beach St, Los Angeles, CA 90001
1:00-3:00pm	Tour of Animo Brown Charter High School	8255 Beach St, Los Angeles, CA 90001
3:00pm	Bus Departs Animo Brown Charter High School for Hotel Indigo	
3:30pm	Bus Arrives at Hotel Indigo	Hotel Indigo Los Angeles Downtown, 899 Francisco St, Los Angeles, CA 90017
3:30-5:45pm	Break/Refresh	
5:45pm	Meet in lobby to go to Dinner	Hotel Indigo Los Angeles Downtown, 899 Francisco St, Los Angeles, CA 90017
5:55pm	Bus departs Hotel for Dinner at El Cholo	
6:00-8:00pm	Dinner at El Cholo	El Cholo, 1037 S Flower St, Los Angeles, CA 90015
8:05pm	Board bus back to Hotel Indigo	

You're Invited to a Tour of KIPP and Green Dot Public Schools

JANUARY 10TH — LOS ANGELES, CA

9:00 AM - 10:00 AM

Breakfast and Travel to School Site

10:00 AM - 12:00 PM

Visit KIPP Los Angeles College Prep | 2810 Whittier Blvd, Los Angeles, CA 90023

12:00 PM - 1:00 PM

Lunch and Travel to School Site

1:00 PM - 3:00 PM

Visit Ánimo Pat Brown Charter High School | 8255 Beach St, Los Angeles, CA 90001

6:00 PM - 8:00 PM

Dinner with staff, parents, and alums | El Cholo, 1037 S Flower St, Los Angeles, CA 90015

Travel and lodging expenses can be covered
in accordance with the Senate and House
Committees on Ethics Travel Regulations.

For further information or to RSVP, please respond
by November 30th at schoolvisit@kipp.org

KIPP:

KIPP, the Knowledge Is Power Program, is a national network of free, open-enrollment, college preparatory public charter schools with a track record of preparing students in under-resourced communities to live fulfilling, economically self-sufficient, choice-filled lives. There are currently 224 schools nationwide serving over 100,000 students, Pre-K through 12th grade. Ninety-five percent of KIPP students are African American and Latino, and 88% are low-income students. In 2016, KIPP students met or exceeded the national average for growth targets nationwide. KIPP alumni are also completing a four-year college degree at three times the rate of their peers. KIPP LA currently serves 8,300 students and alumni throughout their 15 schools in southern and eastern Los Angeles.

Green Dot
Public Schools

Green Dot Public Schools is a non-profit public charter school organization whose mission is to help transform public education, so all students graduate prepared for college, leadership, and life. Green Dot currently serves 14,500 students in grades 6-12 across 30 public charter schools, and operates turnaround schools in partnership with local districts and independent schools in California, Tennessee, and Washington State. Ninety-three percent of Green Dot students are eligible for free/reduced lunch, 14% are students with disabilities, and 17% are English Learners. Green Dot has graduated thousands of students with more than 91% being accepted to college. They've seen continued, sustained growth in student achievement and several campuses have been ranked as America's best by Newsweek and U.S. News & World Report.